

FOOTHILL TRANSIT

MINUTES

The meeting of the Foothill Transit Executive Board was held Friday, August 28, 2009, at the Foothill Transit Board Room, 100 South Vincent Avenue, 2nd Floor, West Covina.

Chair De La Torre called the meeting to order at 8:03 a.m. The following members were present, constituting a quorum of the Executive Board:

Michael De La Torre, Chair
Roger Chandler, Vice Chair
Peggy Delach
Carol Herrera
Paula Lantz

Pledge of Allegiance

Chair De La Torre led those present in the Pledge of Allegiance.

Chair De La Torre acknowledged and welcomed Council member Margaret McAustin, representing the newly added City of Pasadena. He also acknowledged and welcomed Ms. Paula Faust, Administrative and Finance Manager, METRO.

APPROVAL OF MINUTES FOR THE REGULAR MEETING OF JULY 24, 2009

The minutes for the regular meeting of July 24, 2009, were approved as submitted.

Motion: Member Delach, seconded by Vice Chair Chandler.
Vote: Unanimously carried

PRESENTATIONS

5.1 Introduction of New & Promoted Staff

This item was deferred to the September 25, 2009, Executive Board meeting.

5.2 Contractors' Employee Recognition

Wayne Fritz, General Manager, introduced and recognized the Arcadia location MV Transportation Operator of the Month, Michael Gavran, who has driven with Foothill Transit for eighteen years, and MV Transportation Employee of the Month, Jazmain Mejia, who excels in her performance as data clerk preparing statistical reports.

Sal Garcia, Assistant General Manager, introduced and recognized the Pomona location First Transit Operator of the Month, Susana Holmes, who has been with Foothill Transit for ten years with a record of zero *Preventable Accidents* and seven *Perfect Ride Checks*, and most recently been selected at the Master Drive, an honor bestowed by the Pomona Location.

Chair De La Torre congratulated those recognized.

5.3 Presentation by Assembly Member Norma Torres

Assemblywoman Torres was unable to attend this meeting. It is anticipated that she will join the Board on its September 25, 2009, Executive Board meeting.

PUBLIC COMMENT

There was none.

CONSENT CALENDAR:

The Executive Board adopted the Consent Calendar items 7-12.

Motion: Member Delach, seconded by Member Lantz

Vote: Unanimously carried

REGULAR AGENDA:

CALIFORNIA HIGH SPEED RAIL PROJECT

Kevin McDonald, Deputy Executive Director, reported that planning is under way for the Los Angeles to San Diego section of the California High Speed Rail Project, and introduced members of the Technical Working Group (TWG) present at the meeting: Jose Martinez, Regional Programming Manager, Kimberly Ahn, Deputy Programming Manager, and Cheryl Donahue, Project Manager. All three are involved in the Los Angeles to San Diego route via the Inland Empire.

Mr. Martinez reported the following:

- The system will run 800 miles statewide as far north as Sacramento.
- The runtime is 1 hour and 18 minutes from Downtown Los Angeles to Downtown San Diego.
- Energy consumption is electric and less than other transit systems.
- 500,000 jobs will be created statewide for the project.
- Scoping meetings are scheduled in El Monte on September 15, 2009 and in Pomona on September 16, 2009. Foothill Transit staff are encouraged to attend these meetings.

The project team is currently considering alignments between Union Station and I-605 along the SR-60 corridor, traveling north along the I-605 corridor, then east along either the I-10 or I-210 corridors to Ontario Airport before heading south toward San Diego. Along the Union Station to Ontario Airport segment, a station stop is under consideration in El Monte, West Covina, Industry, or in Pomona at Cal Poly or at the Pomona Transit Center. Any of these stops would likely be served by Foothill Transit.

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In response to Member Herrera, Mr. Martinez reported that corridors will be shared with existing trains but the new project will have its own 50-foot main line tracks. The Rail Authority is currently reviewing several options on how the rail will be structured along the freeway; options include rails being placed parallel to the freeway or elevated above the freeway. A completion date for the environmental study is scheduled for 2013, with the majority of the corridors completed by 2020.

The Executive Board received and filed the report on the status of the California High Speed Rail Project.

Motion: Vice Chair Chandler, seconded by Member Delach
Vote: Unanimously carried

FOOTHILL TRANSIT WEBSITE UNVEILING

Felicia Friesema, Marketing and Communications Manager, reported that a complete overhaul of the Foothill Transit website (www.foothilltransit.org) was undertaken in 2008, which updated the 2005 website design. Website traffic has increased dramatically since 2005, and technology was upgraded to accommodate the rising demand.

Some of the more advanced and exciting features include:

- A new user-friendly splash page with animated flash graphics
- Targeted information for seasoned riders and those new to transit
- Video tutorials to help guide visitors through the new website layout
- Rotating promotional banners to attract visitors to Foothill Transit news and events
- Overall updated look and feel to showcase the agency's branding initiatives
- Prominently placed news and job opportunities listings
- Google Transit – an enhanced itinerary-mapping tool via the world's most powerful search engine database

In response to Member Lantz, Ms. Friesema confirmed that information on the website is currently only available in English; however, the system has a backend component that will enable an option for Spanish. Member Lantz requested an update at a future meeting regarding the feasibility of having information on the website in Spanish, and the timeframe and costs associated with its implementation.

The Executive Board received and filed the 2009 Website Redesign Update.

Motion: Member Delach, seconded by Member Herrera
Vote: Unanimously carried

ELECTRIC BUS PROJECT UPDATE

George Karbowski, Director of Operations & Maintenance, gave a brief project status update on the electric bus project utilizing in-route fast charging and renewable energy supplies with bus manufacturer Proterra of Golden, Colorado.

The placement of in-route chargers is being reevaluated to determine safety if customers remain on board during a charging process. A safety study regarding recharging will not be available for a number of months, and to avoid delays, Foothill is looking at alternatives for recharging at the Pomona Transit Center. Foothill is in negotiations with Caltrans for an in-route charging infrastructure in the south end line of Pomona, and will meet with La Verne City officials regarding the construction of an in-route charging infrastructure in La Verne.

On September 1, 2009, Foothill will meet with Proterra to review electric bus project progress, deliverables, and timeline, and to finalize the contract. Over the next few months, the project team will meet to discuss mission critical project components.

One of the critical components of the electric bus project is the bus structure composite. The composite for the first bus is scheduled for delivery to Proterra within the next three weeks. It is a futuristic light weight noncorrosive composite with an 18-year life expectancy. The composite's fusion is called S.C.R.I.M.P acronym for Seimen's Composite Resin Infusion Molding Process. The composite bodies make this material ideal for the electric bus because of its strength and durability.

Three electric buses will be constructed for a demonstration, and the first bus is scheduled for completion and delivery on February 24, 2010. The three-bus demonstration project is funded with ARRA funds.

The Executive Board received and filed the update on the Foothill Transit Electric Bus Project.

Motion: Member Delach, seconded by Member Herrera

Vote: Unanimously carried

42 FOOT LONG VEHICLE COMPLIANCE ISSUES

George Karbowski, Director of Operations & Maintenance, reported that Foothill Transit recently procured 30 42-foot compressed natural gas (CNG) coaches from North American Bus Industries (NABI) to replace older diesel fueled coaches eligible for retirement.

California Vehicle Code (CVC) Section 35400(a) states that "A vehicle may not exceed a length of 40 feet". However, CVC Section 35400(b) (10)(A) allows buses up to 45 feet in length to operate on Interstate Highways and roads deemed to be access roads between the highways and points of loading and unloading. This provision only applies to state routes designated by Caltrans and access routes. To operate on city and county roads, the provision appears to require that buses in excess of 40 feet long receive exemptions from the county or cities that maintain the roadways where the buses operate.

There is an active precedent for operating over-length buses; currently, METRO, Greyhound, and tour buses currently operate over 400 45-foot buses on the same roads that Foothill Transit operates on. Since the law does not allow over-length buses (up to 45 feet in length), Foothill Transit will explore legal issues involved, and will recommend a course of action once the research is complete. A letter has been drafted to JPA City Managers seeking legislative change so Foothill Transit is in full compliance of the law.

There is no delay anticipated in the deployment of the new buses.

Member Lantz noted that she is concerned about writing a letter to the cities, and offered a substitute motion recommending that Foothill Transit: 1) withdraws its intent to send a letter, seeking legislative change, to the JPA City Managers, 2) continues to aggressively seek legislative change so that Foothill Transit is in compliance, and 3) responds to concerns/questions regarding compliance issues as they arise.

After discussion, the Executive Board approved a substitute motion recommending that Foothill Transit: 1) withdraws its intent to send a letter to JPA City Managers seeking legislative change, 2) continues to aggressively seek legislative change so that Foothill Transit is in compliance, 3) responds to concerns/questions regarding compliance issues as they arise, and 4) receives and files the report on compliance issues related to operation of 42-foot vehicles in revenue service.

Motion: Member Delach, seconded by Member Lantz

Vote: Unanimously carried

FISCAL YEAR 2009 MANAGEMENT CONTRACTOR INCENTIVE PAYMENT

Darold Piper, General Counsel, introduced Mr. Judd Holmes, Vice President of Recording & Accounting, Veolia Transportation, who reported that the management services agreement between Foothill Transit and Veolia Transportation provides for the payment of an extraordinary bonus of up to \$100,000 annually. This amount shall be paid at the sole discretion of the Executive Board and shall not be added to the base compensation of Veolia Transportation for the ongoing management services that Veolia provides. Funding is available in the Fiscal Year 2010 operating budget for this incentive payment.

Vice Chair Chandler proposed a 50% payment of \$50,000 in light of budgetary restrictions. Member Herrera made a recommendation of \$75,000, which is 75% of the bonus drafted in the agreement.

The Executive Board authorized an incentive payment in the amount of \$75,000 to Veolia Transportation for its efforts on behalf of Foothill Transit during Fiscal Year 2009.

Motion: Member Delach, seconded by Member Lantz

Vote: Unanimously carried

WEST COVINA PARK AND RIDE PROJECT

Roland Cordero, Director of Facilities, reported that at the August 11, 2009, Planning Commission public hearing, several public comments were expressed in favor and in opposition of the West Covina Park and Ride Project. Public Comment included that of representatives of the Infrastructure Group, an engineering firm hired by property owners of the retail center east of Foothill Transit's administrative offices.

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In a memorandum submitted on August 11, 2009, the West Covina Community Development Commission expressed its opposition to the park and ride project because it felt the project could impede and prevent the attraction of new tenants to the adjacent commercial renters.

The Planning Commission expressed an understanding of the need for a park and ride, but indicated that a different location would be better for the project. Unfortunately, the Commission did not indicate the specific parcel of land where they would like to see the project constructed. They also expressed concerns about traffic and impacts to the neighboring retail centers.

After two hours of discussion, the Planning Commission voted three to two to deny Foothill Transit's application for the park and ride project. The Planning Commission's decision was appealed to the City on August 20, 2009, and is tentatively scheduled to be considered by the City Council on September 15, 2009. Funding for this project is included in the approved Foothill Transit Business Plan.

The Executive Board received and filed the update on the West Covina Park and Ride Project.

Motion: Member Lantz, seconded by Vice Chair Chandler

Vote: Unanimously carried

SOLAR POWER SYSTEMS PROJECT

Sharlane Bailey, Project Manager, reported at the May 2009 Executive Board meeting the Executive Director was authorized to execute a contract with Jubany Architecture to develop drawings and specifications for the design and installation of the Solar Power Systems Project at the agency's Pomona and Arcadia/Irwindale Operations and Maintenance facilities. The Feasibility Study and the Schematic Design Phase has been completed and Jubany Architecture met with the Building Departments of the cities of Pomona and Irwindale in mid-July to discuss the proposed projects and obtain information on each city's plan check process.

Miguel Posada of Jubany Architecture was introduced and gave the following report:

- Facilities at Pomona and Arcadia are under consideration for solar power. The PhotoVoltaic (PV) panels would be on the roof and would be virtually invisible from the ground, so there would be no aesthetic impact to them.
- Each facility would require 230 watt solar panels in order to power them adequately. The panels would be made of silicone between two layers of tempered glass.
- The solar panels have the approval of the Southern California Edison, and are highly efficient and resilient.
- The panels are extremely light, weighing about 4-5 pounds per square foot.
- This project participates in the California Solar Initiative, which rewards participants with a monthly payment over the next five years.

In response to Vice Chair Chandler, the life expectancy of the panels is ten years, but with proper maintenance could increase life expectancy to twenty years. Part of the maintenance process would be to find a third-party company that would provide cost-effective service.

Doran Barnes, Executive Director, reminded the Board that the American Recovery and Reinvestment Act of 2009 (ARRA) is funding the project, so there is no financial impact to Foothill Transit. He also noted that the solar power systems project would reduce operational expenses.

The Executive Board received and filed an update on Foothill Transit's Solar Power Systems Project.

Motion: Member Lantz, seconded by Member Delach

Vote: Unanimously carried

TRANSIT ACCESS PASS (TAP) UPDATE

Kevin McDonald, Deputy Executive Director, reported that the installation of the Transit Access pass (TAP) fareboxes was successfully installed on schedule by May 26, 2009. A list of items, still to be resolved, have been transmitted to Cubic, the vendor of TAP equipment and to METRO, the regional TAP coordinator. Among the issues are:

- The two-week turnaround time on retrieving accurate month-end data for performance reporting.
- The need for a thorough user's manual for the system.
- A high failure rate of logic boards.
- Receiving an adequate supply of spare parts.

A response from Cubic regarding the resolution of these issues is presently anticipated. Several challenges have arisen since the implementation of TAP cards:

- Several bus lines issue paper "tear-off" transfers and others don't.
- No customers may board using the rear door.
- Not all participating TAP agencies will issue and accept Interagency Transfers on TAP cards, leaving "cash purse" as the only regional component of the TAP system.

Member Lantz recommended that Foothill Transit explore alternative fare systems because the TAP system has proven to be too problematic. Member Lantz made a motion amending the third recommendation to authorize the "*temporary*" (rather than indefinite) suspension of rear door boarding on Silver Streak service; and requested that staff explore alternate fare collection systems.

After discussion, the Executive Board approved the following revised recommendation:

1. Received and filed an update on the Transit Access Pass program;
2. Authorized the sale of transfers to customers without a Transit Access Pass (TAP) card; and

3. Authorized the temporary suspension of rear door boarding on the Silver Streak service; and instructed staff to explore alternate fare collection systems.

Motion: Member Lantz, seconded by Chair De La Torre
Vote: Unanimously carried

FISCAL YEAR 2009 TRANSIT STORE REPORT

Linda Somilleda, Director of Marketing & Communications, reported on the Fiscal Year 2009 Transit Store Report.

Pass Sales: Sales for the 4th quarter of Fiscal Year 2009 totaled \$1,563,592, a drop of less than 1% from the \$1,573,577 in sales during the 4th quarter of Fiscal Year 2008.

Phone Activity: During the 4th quarter 72,675 phone calls came into the 1-800 number. Transit Store staff handled 60,160 phone calls with the average hold time of 32 seconds. The average handling time was 1 minute and 46 seconds.

Walk-In Traffic: Walk-in traffic during the 4th quarter of Fiscal Year 2009 was 8% higher compared to the 4th quarter of Fiscal Year 2008. Total walk-in traffic recorded for all stores this quarter was 89,095. The total traffic for Fiscal Year 2009 is 357,093.

The Executive Board received and filed the Fiscal Year 2009 Transit Store Report.

Motion: Member Delach, seconded by Member Herrera
Vote: Unanimously carried

EXECUTIVE DIRECTOR COMMENT

Doran Barnes, Executive Director, reported the following:

- The California Transit Association (CTA) will be holding its annual conference on October 27-29, 2009, in Pasadena, CA. Board members are encouraged to attend the conference.
- The 42-foot buses that Mr. Karbowski reported on earlier in the meeting are called the "1700 Series" buses. Their size equates to approximately the front half of the Silver Streak bus. Mr. Karbowski, Mr. Derringer, and their staff are congratulated for their efforts. With the launch of the "1700 Series," Foothill Transit will be 82% CNG-fueled, and have logged 60 million miles on CNG fuel.

BOARD MEMBER COMMENT

Vice Chair Chandler commented that at the CTA convention in October, Mr. Barnes has been nominated as Chair, and maybe be sworn to office at the Convention on October 27, 2009.

ADJOURNMENT

There being no further business, the Executive Board adjourned at 10:00 a.m.

Staff and guests present:

Doran Barnes, Executive Director
Kevin McDonald, Deputy Executive Director
Darold Pieper, Legal Counsel
Linda Somilleda, Director of Marketing & Communications
Felicia Friesema, Marketing & Communications Manager
George Karbowski, Director of Operations & Maintenance
Wayne Fritz, General Manager
Peter Greenberg, General Manager
Roland Cordero, Director of Facilities
Sharlane Bailey, Project Manager
Paula Faust, METRO
Jose Martinez, Regional Programming Manager
 California High Speed Rail Authority
Kimberly Ahn, Deputy Programming Director
 California High Speed Rail Authority
Cheryl Donahue, Project Manager
 California High Speed Rail Authority
Judd Holmes, Vice President of Recording & Accounting
 Veolia Transportation
Miguel Posada, Jubany Architecture
Martha Arana, Commission Services